

**Project Review Team
Action Items Status Handout**

No.	Action Item	Responsible Staff	Meeting Date	Status/Notes
1	It was reported that some customers were having a problem opening the Scheduled Release Project Plan. The PCO will re-distribute the plan as a PDF file.	PCO	2/16/2011	Closed: The GESD CY11 Release Project Plan in PDF format provided on 2/25/11
2	All the Software Change Requests (SCRs) must have a signed Functional Requirements Document (FRD), and a signed Inter-Agency (IA) Agreement, before an SCR can be scheduled. The PCO will work with the Financial Management Office to ensure that NFC has the correct agency personnel responsible to sign the IAs. NFC will share the list with the agencies.	FMO/PCO	2/16/2011	Closed: IA Agency Contact List sent 04/13/11 with instructions to review and provide updates to the PRTM mailbox.
3	Include FRD Due Date on Scheduled/Unscheduled Status Reports.	PCO	2/16/2011	Closed: FRD Due Date added to PRT reports 2/22/11
4	Randy Speed has an internal meeting scheduled to discuss high number of unscheduled SCRs. Recommendations will be shared with PRT members.	GESD	2/16/2011	Closed: There was a spike in the number of SCRs received during December and January. The PCO will continue to monitor the number of projects received and scheduled. The SRB Staff and the Applications Development Staff are working overtime to resolve this backlog. Staff from other areas at NFC have also volunteered to help. SRB has requested additional staffing for the next budget.
5	Project 00301(CSOSA - Time and Attendance Transaction Code for Union Training) Implemented CY11 04. Waiting for signed FRD/IA. The FRD was completed 07/13/10.	CMB	2/16/2011	Closed: This project was changed to community, therefore, the FRD signed by the agency is not required. The IA canceled. No programming changes were required. STAR Table update completed CY11 04.
6	Project 00319 (DHS/OS - Veteran Status and Preference Data) Cancel IA -Community project	PCO	2/16/2011	Closed: IA canceled 02/16/11
7	Project 00346 - (DHS/OS - FEHB Coverage Codes NOAC 915 Transactions) When will this project be presented to CAPPs for approval? Cherie will check with Tangie Joefield and provide a status.	SRB	2/16/2011	Closed: This project was presented to the EPIC User Group in October, 2010. CAPPs representatives reviewed the request and provided comments. Project being reviewed to determine implementation date.
8	Project 00637 (DoC - Census Employees Changed Back to Paper SELs in EPP) Implemented CY10 21. Jim Hoebel will provide FRD status. Note: IA was sent to agency 11/08/10 and has not been returned to NFC.	FMO/DoC	2/16/2011	Closed: Jim Hoebel provided a copy of the signed FRD 10/14/10 FMO notified the Project Control Office that the IA was signed.

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9	Project 00353 - (TR/DOT - EPIC Cleanup and Process Schedule Changes) Kathy Oprin will provide IA status. Note: Title Corrected	TR	2/16/2011	Closed: Copy of IA signed 01/31/11 provided on 03/01/11.
10	Project 00412 - (TR/DOT - PAYTA Data Dump Bi Weekly) Kathy Oprin will provide IA status.	TR	2/16/2011	Closed: Copy of IA signed 01/31/11 provided on 03/01/11.
11	Project 00388 - (DHS/CU - Update of TMGT Table 036 School Identification) Status RESP. SRB will follow-up with agency to get correct file.	SRB	2/16/2011	Closed: SRB is working with EmpowHR to determine an off-cycle implementation date.
12	Project 00454 (DHS - Gym Fitness Reimbursement for Science and Technology) CMB to follow-up on FRD/IA signatures.	CMB	2/16/2011	EmpowHR would like to implement with Schedule Release CY12 04. The signed FRD was returned to NFC on 03/31/11. The project will remain in FRD status until signed IA is returned to NFC. IA was sent to DHS for authorized signature 03/16/11.
13	Project 80316 - (DHS/ICE - Missing Dependents on the Electronic Copy of the SF-2809) Why is project still unscheduled? Project requires PINE re-write. Cherie to research best way to move forward.	SRB	2/16/2011	Closed: The problem identified by DHS, but it affects entire community. NFC is working to develop an internal processing work around within the PINE system to ensure that the dependent data is properly associated on the 2809 when it is sent to the carrier.
14	Project 00516 (FHFA - Request for Employee Benefits Statements) Implemented CY10 18. The IA was sent to the FHFA on 08/26/10 and has not been signed and returned to NFC. CMB to follow-up with agency.	CMB	2/16/2011	Closed: FMO notified the Project Control Office that the IA was signed and returned to NFC 09/30/10.
15	Cherie will try to schedule Projects 10234, 10275, and 10286 in CY11 12. 10234 - TR/DOT - Override Codes on FESI Files 10275 - TR/DOT - Transaction Descriptors for Time and Attendance Reporting of LWOP 10286 - TR/DOT - Stop Certain Auto Actions For Treasury	SRB	2/16/2011	Closed: 10234 - CY11 20 10275 - the FRD is due 3/11/11 (past the cut off for PP12) SRB is working with Treasury to define the requirements. May need to discuss an "off cycle" implementation.) 10286 - the FRD is due 4/1/11 - Scheduled for implementation in "off cycle" CY11 14
16	Project 00412 (TR/DOT PAYTA Data Dump Bi Weekly) - IA not signed.	CMB	2/16/2011	Closed: Signed IA placed in project folder 03/03/11
17	Close Project 10267 - (TR/IRS - 2011 PAYE Delay PP01 to PP07 and PP24) Delay of PAYE scheduled.	PCO	2/16/2011	Closed: PCO closed project 02/18/11

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18	Project 90388 -(DHS/SS - USSS Uniformed Division Modernization Act of 2009) FRD returned to NFC with changes - Cherie to follow-up.	SRB	2/16/2011	Closed: Revised FRD will be provided SS Wednesday, May 11th. The revision provides clarification, not changes in functionality. A conference call is scheduled for Thursday, May 12th to discuss the FRD. SRB is meeting with the development staff to determine if this project can be implemented before PP 20. Off-cycle implementations require Randy Speed's approval.
19	Project 10302 (DoC/NIST - Change to the Reporting Center SF113G Reports) Agency requested FRD Due Date (02/28/11).	CMB/PCO	2/16/2011	Closed: FRD Due Date provided to Jim Hoebel, DoC on 02/24/11. Note: The FRD due date was provided on 04/14/11 and the signed copy was returned on 04/14/11.
20	Project 10211 (July 2010 Revised SF-256 Self Identification of Disability Form) Cherie to follow-up on FRD (FRD Due Date 02/18/11).	SRB	2/16/2011	Closed: Signed FRD returned to NFC 2/1/711. CY11 12
21	Project 10198 (GPO - Recruitment Bonus for Pay Plan PG, PU, PQ, PZ, GI and GE) PPS requirements completed - follow-up on EmpowHR status.	PCO	2/16/2011	Closed: EmpowHR does not have changes. FRD sent to group 03/01/11. IA Estimate Due Date is 05/17/11.
22	EmpowHR projects scheduled for CY11 02 were moved to CY11 04. No projects were pulled. Verify if any PPS projects were pulled.	HRAS	2/16/2011	Closed: PPS projects were not pulled from schedule.
23	Review Project 00668 and 10162 to verify if classification is correct. 00668 - GESD/GDISB - ARRA Reinstates 2810 Showing Wrong PO# 10162 -GESD/PESB - Modifications to IRIS, BEAR and PHIS	SRB	2/16/2011	Closed: 00668 - Changed to NFC Initated/SPR Resolution 10162 - Changed to NFC Initiated/Core NFC
24	Provide status of IR 057548 - GPO - Reported items that load from BEAR are still on the worklist. They should automatically delete the day after loading.	EmpowHR HD	2/16/2011	Closed: An issue was discovered in QA with the process that cleans up the Auto action worklist items. Repair migrated to production 03/02/11